

Instructions for completing the Renewal Packet

The time frames for renewal of your concealed weapon permit are 90 days prior and 60 days after expiration. If you are over the 60 days you will be required to take the original class and submit an initial application.

1. Complete the application.
 - a. Print all information legibly.
 - b. Answer all yes or no questions and provide necessary documentation.
 - c. Sign application.
2. Obtain and complete a **fingerprint card**.
Must be included by all applicants
 - a. Use an "applicant" fingerprint card
 - b. Check with your local law enforcement agency for print services or refer to your local phone directory.
 - c. Call CWPU for a print card if you need one mailed.
3. Fee. \$65.00
 - a. Include your fee in the form of a money order, cashiers check or certified funds. **(Personal and/or Business checks will not be accepted)**
4. Mail the application, fingerprint card, and fee to:

Arizona Department of Public Safety
PO Box 6488
Phoenix, AZ 85005-6488